



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY**  
**UNITED STATES ARMY COMBINED ARMS SUPPORT COMMAND**  
**SUSTAINMENT CENTER OF EXCELLENCE**  
**2221 ADAMS AVENUE**  
**FORT LEE, VIRGINIA 23801-2102**

FORT LEE POLICY NO. 11-07

**APR 5 2010**

ATCL-CG

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: PT Road Closure and Safety Precautions for Military Troop Formations

1. This policy supersedes Fort Lee Policy 11-07, Safety Precautions for Military Troop Formations dated 14 Nov 07, and Fort Lee Policy 15-96 and change 1 dated 4 Aug 00.

2. References:

- a. AR 385-10, The Army Safety Program, 7 Nov 08.
- b. TRADOC Reg 385-2, Training and Doctrine Command Safety Program 23 Jan 09
- c. FM 5-19, Composite Risk Management, 21 Aug 06.
- d. FM 21-20, Physical Fitness Training, 30 Sep 92 and Change 1, 1 Oct 98.

3. Annexes: Enclosure 4

- a. Vehicle Operators & Pedestrians Responsibilities
- b. Military Troop Formations and Restrictions
- c. Special Runs/Individual PT/ Composite Risk Management (CRM) and Enforcement
- d. Ordnance PT Road Closure and Safety Precautions for Military Troop Formations

4. Background: This guidance establishes uniform standards for the safe movement of marching and running military troop formations on Fort Lee roadways.

5. Scope:

- a. This policy applies to the following while on Fort Lee:
  - (1) All organizations/units located at Fort Lee.
  - (2) All military personnel at Fort Lee.

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SUBJECT: PT Road Closure and Safety Precautions for Military Troop Formations

(3) All Civilian and contractor employees at Fort Lee

b. Responsibilities:

(1) Organizational commanders will monitor the dismounted movement of their troops for adherence to the procedures described in this policy to ensure safe movement.

(2) Commander, US Army Garrison (USAG) will enforce the provisions of this policy.

(3) Commanders/Directors at all levels will ensure that their Soldiers, Family members, employees, contractors and guests comply with the provisions of this policy.

c. Road Closures: Enclosure 1

(1) The streets marked in BLUE are designated as Vehicle Joint Use roadways from 0500 to 0730, Monday through Friday for conducting physical training in formation.

(2) The streets marked in GREEN are designated roadways from 0500 to 0730, Monday through Friday for conducting physical training in formation.

(3) The streets marked in BLACK are designated as No physical training in formation roadways, except to cross at those intersections.

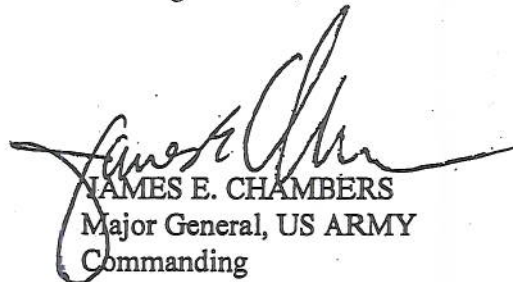
(3) Vehicular traffic will not use the GREEN roadways from 0500 to 0730, Monday through Friday (except emergency vehicles). At all other times, the GREEN roadway reverts to a BLUE roadway. Vehicles may cross the Green route when safe to do so.

d. POC for this policy: Mr. Joseph M. Kolb, DPTMS Training Division, and can be reached at 765-3668.

4 Encls

1. Fort Lee & Ordnance Road Map
2. Composite Risk Management Worksheet
3. Formation Diagram
4. Annexes


DISTRIBUTION:  
LEEKEY

  
JAMES E. CHAMBERS  
Major General, US ARMY  
Commanding





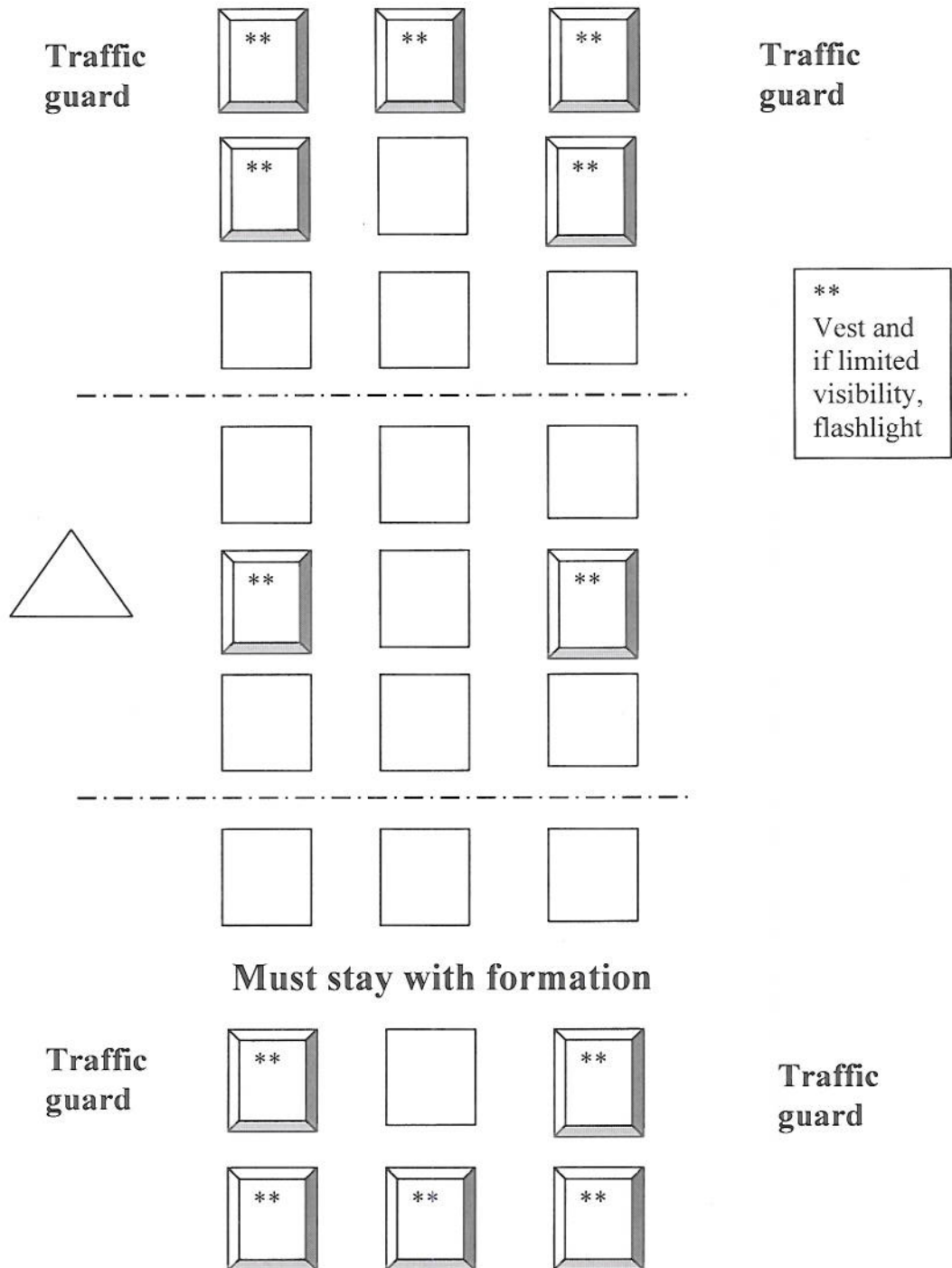
ENCLOSURE 2

COMPOSITE RISK MANAGEMENT WORKSHEET															
For use of this form, see FM 5-19; the proponent agency is TRADOC.															
1. MSN/TASK		2a. DTG BEGIN		2b. DTG END		3. DATE PREPARED (YYYYMMDD)									
Troop Formation (Running Route)		0500		0730 (Monday Thru Friday)		20100118									
4. PREPARED BY		b. RANK		c. POSITION											
a. LAST NAME		GS-11		TRAINING SUPPORT SPECIALIST											
5. SUBTASK		6. HAZARDS		7. INITIAL RISK LEVEL		8. CONTROLS		9. RESIDUAL RISK LEVEL		10. HOW TO IMPLEMENT		11. HOW TO SUPERVISE (WHO)		12. WAS CONTROL EFFECTIVE?	
PT Testing and Daily 4 mile runs (troop formations)		Vehicular/Pedestrian accident, Possible drivers - approx. 7500		H		Closed and joint (running/vehicular) routes. Barriers/cones etc. Road Guards Develop & Publicize PT Maps/Policy		M		Running map and policy. Media channels-Traveler, public folders, LEEKEY		MP Presence Leader Presence			
		Roadway conditions Potholes, ice and snow		M		Ensure roads are maintained Evaluate risks Develop Unit Policy Develop unsafe road conditions procedure		L		Internal unit running policy DPW Procedure		Leader			
		Weather Conditions (Fog, Heat, Cold)		M		Evaluate weather conditions Evaluate risks Develop Unit Policy		L		Unit running policy		Leader			
Additional space for entries in items 5 through 11 is provided on Page 2.															
13. OVERALL RISK LEVEL AFTER CONTROLS ARE IMPLEMENTED (Check one)															
<input type="checkbox"/> LOW <input checked="" type="checkbox"/> MODERATE <input checked="" type="checkbox"/> HIGH <input type="checkbox"/> EXTREMELY HIGH															
14. RISK DECISION AUTHORITY															
a. LAST NAME				b. RANK				c. DUTY POSITION				d. SIGNATURE			
MORROW				COL				GARRISON COMMANDER							

## Enclosure 3

### NINE PERSON AND LARGER FORMATIONS

(Must stay in formation)



Enclosure: 4

#### ANNEX A: Vehicle Operators Responsibilities

(1) Runners are in essence pedestrians. Virginia motor vehicle laws and common sense apply to everyone. Vehicle operators will stop for individual and Military Troop Formations at intersections throughout the installation.

(a) At all other times, vehicle operators may proceed through the intersection without stopping but will proceed with due caution in a safe and responsible manner.

(b) Under no circumstances will vehicle Operators pass the formation from the REAR, except when specifically directed to do so by the formation road guard. When so directed, pass the formation at no more than 10 mph.

(2) Vehicle Operator Responsibilities during Hours of Darkness or Limited Visibility on Blue Joint Use Roads:

(a) When approaching the FRONT of a marching/running military formation, vehicle operators will reduce speed to 10 mph or slower, pull to the right side of the road; turn off the headlights; turn on the parking lights and, if appropriate, the emergency hazard flasher; and pass the formation with extreme caution, obeying all hand and verbal commands of the road guards.

(b) When approaching the REAR of a marching/running formation, vehicle operators will not drive within 20 yards of the last rank in the formation. Vehicle operators will use low-beam headlights and may use emergency hazard flashers.



## ANNEX B: Military Troop Formations and Restrictions

### (1) Military Troop Formations:

(a) Military formations will march/run to the right of the centerline, including the individuals in charge of the formation, except when using the GREEN roadways during the closed hour.

(b) Use of sidewalks should be avoided; it is not desirable to disrupt orderly military movement by trying to march/run over obstacles/curbs especially if a sidewalk is too narrow to accommodate a formation.

(c) Position the individuals in charge of the formation to the left and rear of each formation to control the direction and pace and to police the rear of the column. The individuals in charge of the formation will ensure that safety equipment is used.

(d) All road guards will wear reflective vests.

(e) The authorized reflective vest is Line Item No: Y00950, FSN: 8415-00-177-4974; Item Description: Vest RV-1 or equivalent in visibility and durability.

(f) For formations with more than eight military personnel, conduct troop movement with platoon columns of no more than three files. At a minimum, all individuals in the first and last ranks and one individual at the midpoint of the first and last file of each platoon column in the company formation and any personnel to the left of the formation will wear reflective vests (See Enclosure 3). These restrictions can be waived when running on the green closed route as long as it is properly addressed in the Composite Risk Management Worksheet DA Form 7566.

(g) Formations of eight military personnel or less will run in a single file. One individual in charge of the formation will run to the left of the file and control the direction and pace of the formation. These small groups will run on the extreme right of the roadway. Each person will wear a reflective vest.

(h) Each battalion size unit will designate one or more NCO's to manage a straggler control "platoon." These NCOs will run with reflective vests and flashlights. As this straggler platoon increases in size, NCOs will ensure that they merge into no more than two files. All stragglers will run to the extreme right of the road. When soldiers continually fall out of formation and are placed in the straggler platoon, units will use this trend to identify those in need of special PT and ensure they are placed in the appropriate ability groups.

(i) Military formation leaders will conduct an inclement weather/dense fog/lightning risk assessment and will either postpone PT or use off-road alternatives when visibility limitations prevent motorists from seeing traffic guards or lightning creates a safety hazard for Soldiers in the open.

## ANNEX B: Military Troop Formations and Restrictions

(j) Commanders will assess (Hot and Cold) weather conditions to determine risk management for heat and cold injury prevention IAW TRADOC Regulation 350-29, App B.

(k) All physical training formations will clear roadways NLT 0730, Monday through Friday. An exception will be made for 23<sup>rd</sup> Brigade conducting afternoon Physical Training; they will use Blue roadways from 1500-1600.

(l) During road closure times on the GREEN route, military formation leaders must meet the (Reflective Vest) minimum requirement as outlined in TRADOC Regulation 385-2, Para 8-8 and Figure 8-1. Military formations may not exceed three files.

(m) Using units will block off the intersections as required to ensure safe movement and to control lateral vehicular traffic.

(n) If minimum safety equipment is not on hand, formations of less than platoon size will use off road tracks.

(2) During darkness or inclement weather:

(a) Front and rear guards will march 30 meters in front (flashlight beam directed forward) and to the rear (flashlight beam directed rearward) of each formation.

(b) All personnel identified as road guards will wear reflective equipment and will also carry flashlights during hours of limited visibility.

(3) Restrictions:

(a) Southern end of B Avenue from 38<sup>th</sup> street to Sisisky Drive is off limits to military personnel conducting PT from 0500-0730, Monday through Friday.

(b) 40<sup>th</sup> and 41<sup>st</sup> Street, from A Avenue to E Avenue are off limits to military personnel conducting PT from 0500-0730, Monday through Friday.

(c) E Avenue from 38<sup>th</sup> Street to 40<sup>th</sup> Street is also off limits to military personnel conducting PT from 0500-0730, Monday through Friday.

(d) Shop Road East of Sisisky and A, B, C Avenue's East of Sisisky will be off limits to all military formations conducting PT from 0500-0730, Monday through Friday. Refer to Fort Lee Map Enclosure 1.

(e) 11<sup>th</sup> Street from B Avenue through the Shop Road Traffic Circle to Quartermaster Road is off limits to military personnel conducting PT from 0500-0730, Monday through Friday.



## ANNEX B: Military Troop Formations Instructions

(e) Parking lots adjacent to DCMA, (Building 10500), Larkin Conference Center (LCC), (Building 11102), Soldier One Stop, Building 12010, Army Logistics University (ALU), Building 12420, Soldier Support Center (SSC), Building 3400 and the DOL/DPW parking area at Shop Road between 19<sup>th</sup> and 20<sup>th</sup> Streets are generally off limits to military personnel conducting PT between 0500-0730, Monday through Friday. When there is no vehicle traffic conflict in these areas prior to 0600, Soldiers may use these parking areas for such things as interval training, stretching and warm ups. As soon as employees begin to arrive, use of these areas for PT is prohibited. The parking areas in and around Building 11200, DeCA, are off limits to military personnel conducting PT at all times.

## ANNEX C: Special Runs/Individual PT/ Composite Risk Management (CRM) and Enforcement

(1) Special Runs - such as the quarterly QMS run, senior leaders run and periodic marathons 5/10k Races will be publicized at least one week in advance of the event. Publicity will include, as a minimum, a front-page notice in the Traveler and a LEEKEY notification designating date(s), start and end time(s). A senior leader in each sponsoring agency/organization is also responsible to ensure that an appointed representative prepares a Composite Risk Management Worksheet for each of these events.

(2) Individual PT- All military, civilian and contractors conducting individual PT on Fort Lee will wear a Protective vest or a reflective belt while running on Fort Lee. Individual running is covered by the Fort Lee Single Source Safety Document, Chapter 19-2, and Website: <http://www.ima.lee.army.mil/sites/safety/singleS.asp>

(3) Composite Risk Management - is the responsibility of all leaders, see Enclosure 2. The Unit Commanders are responsible to ensure that a properly authenticated and executed CRM worksheet is prepared, maintained and on file for this training event. As a minimum, a new CRM worksheet will be prepared and authenticated four times yearly to coincide with seasonal weather and/or time changes.

(4) Enforcement- The Fort Lee Military Police will issue an Armed Forces Traffic Ticket, DD 1408, if an unauthorized vehicle is observed operating on the GREEN roadway in violation of this policy. Pursuant Issuance of a DD 1408 by the Fort Lee Military Police for all military and Civilian violators of this policy may result in administrative measures taken by the Garrison Commander.

## ANNEX D: Ordnance PT Road Closure and Safety Precautions for Military Troop Formations

Background: This guidance establishes uniform standards for the safe movement of marching and running military troop formations on Ordnance Campus roadways.

### 1. Scope:

#### a. This guidance applies to the following while on Ordnance Campus:

- (1) All Units/Organizations.
- (2) All military personnel.
- (3) All civilian and contractor employees.

#### b. Responsibilities:

- (1) Organizational commanders will monitor the dismounted movement of their troops for adherence to the procedures described in this policy to ensure safe movement.
- (2) Commander, US Army Garrison (USAG) will enforce the provisions of this guidance.
- (3) Commanders/Directors at all levels will ensure that their Soldiers, Family members, employees, contractors and guests comply with the provisions of this policy.

#### c. Road Closures: Enclosure 1

- (1) The streets marked in BLUE are designated as Vehicle Joint Use roadways from 0500 to 0730, Monday through Friday for conducting physical training in formation.
- (2) The streets marked in GREEN are designated roadways from 0500 to 0730, Monday through Friday for conducting physical training in formation.
- (3) The streets marked in BLACK are designated as No physical training in formation roadways, except to cross at those intersections.
- (4) Vehicular traffic will not use the GREEN roadways from 0500 to 0730, Monday through Friday (except emergency vehicles). At all other times, the GREEN roadway reverts to a BLUE roadway. Vehicles may cross the Green route when safe to do so.